



TOWN OF VERNON

P.O. Box 54
Vernon, CT 06066
www.vernonfire.com



STAFF MEETING MINUTES

March 5, 2018

Chiefs: Eppler, Babcock, Arel

HSO: Hammick

Captains: Andresen, Fisher, Lucas, Maguda, McKinney, Robertson, Solito, Tautic

Lieut: Orlowski, Schambach, Tuttle

Ambulance: Gauthier

FMO: Walker, Call

Fleet Mgmt: Westcott

Fire Police: Prue

Support Members: Carpenter

RECEIVED
VERNON FIRE DEPARTMENT
18 MAR 12 AM 7:19

The meeting was called to order @ 1902hrs. by Fire Chief, Stephen Eppler. Motion was made/seconded (Solito/Westcott) to accept the minutes from the February 5, 2018 meeting.

ADMINISTRATION REPORT - A/C Babcock:

- Thank you to all who attended / assisted with the TVFD Awards Ceremony last week. Please forward suggestions for future ceremonies through your appropriate chain of command to A/C Babcock. The Awards Committee needs to name Chairperson soon.
- See attached document from the Good and Welfare Committee. Captains please contact them with any questions.
- Active 911 Licenses will be renewed this week.
- TN has advised that they have attempted to call the Duty Officer on the cellphone for notification unsuccessfully. Duty Officers please keep the cellphone with you or set up the call forwarding as described in SOG to ensure timely notification of duty calls, etc.
- The Uniform Committee will be contacted shortly and asked to update or create a new Uniform Handbook for guidance on appropriate placement of hardware, and uniform etiquette. Class A and Class C request forms are on the TVFD Share Drive under "Captain's Documents".

MEMBERSHIP:

New: Trevon Jenkins (JR), Preston Ojala

Resignation: Ashley Shepard

Full Membership: Gary Marquis (FP)

Transfer:

Taylor Bernier - Recruit Training to E-441
Nick Cody - Recruit Training to TW-141
Travis Corbitt - Recruit Training to ET-241
Ryan Hulsart - Recruit Training to ET-441
Angelo Mercaldi - Recruit Training to R-141
Justin Svensk - Recruit Training to ET-341
Jayme Waldron - Recruit Training to E-441
Bert Lessard - FP/Recruit Training to ET-341
Haiden Caron - Recruit Training to ET-141

Captains should complete evaluation forms for those members transferring companies. Please see A/C Babcock following the meeting for the form.

- Captains were given paper copies of the “Lieutenant Oath” from the awards ceremony to give to their newly sworn in Lieutenants.

TRAINING REPORT – A/C Arel:

- Training Committee Minutes from February 15, 2018 are attached.
- March Operations and Training Report is attached.
- March Drill Schedule is attached.
- Active 911 continues to be updated with building specific information as we receive it and if it pertains to fire department operations. The latest updates are Tier 2 reports from Eversource and Frontier. The FMO will coordinate passing on other Tier 2 information they receive so it can be entered.
- A list of non-repairable power equipment has been submitted to Junior Gauthier to prepare asset disposal paperwork for town review.
- The vender is continuing to investigate the chafing on the SCBA high pressure hoses (when not exactly aligned) and we are waiting to hear for updates.
- Target Solutions - As of tonight 19 members that have not completed Blood borne Pathogens. This is a mandatory exercise that must be completed by next staff meeting. Gear will be collected from those not completing by that date.

- Live burn for the newest members and for those members who missed the last session will be held on 4/28/18, 0800 hrs. at CFA building in Windsor Locks. If you have members that are in a career department and have completed annual live fire training, please submit any certificate or letter from their Training Chief of completion so we can have record of it. South Windsor members may be joining us.
- Captain Prue was asked to update / re-send Chief Eppler the equipment suggestion list for the Fire Police Van.

HEALTH & SAFETY - Hammick:

- Chris distributed last member physical dates to the captains. For those significantly behind, it must be completed. Testing is mandatory on an annual basis for all firefighters (excluding support and auxiliary members).
- Chico will be temporarily out of service within the next couple of weeks. Larry King will be assisting with fit Testing and SCBA shop activities.
- ET-341 throttle problem was noted by Chris (and has been reported to DPW by Captain Tautic).

FIRE MARSHAL: Walker/Call – See attached.

- ET-241 key box has been sent out to Knox for repair. Report any problems to the Fire Marshal. Ambulance key boxes have been received and installed. The Ambulance Division system will be controlled separately from the FD system.
- Incident Reporting for injuries. Although the TVFD is fully compliant with the NFIRS injury reporting process, the state is not completely satisfied with the granularity of what the NFIRS collects for data and is looking for more details in that process. This needs to be reviewed as what the state is looking for would be a burden on the departments as well as other potential issues that arise when collecting health information.

EMD –Purcaro: No Report.

COMMUNICATIONS: - Fisher:

- The Fox Hill upgrade project continues to move forward at this time. Several meetings held over last month.
- We have had two failures of the headsets in apparatus this month. ET 541 and Tower 141 wireless. Both are being sent out for repair. Replacement ears pads will be ordered.
- Rescue 141 reported that they were down to a couple of spare portable radio batteries in the charging station. They have been replaced but remember the charging stations for Rescues 141 & 441 are to support needs in the field during long duration calls, not replacement batteries for those in need (swaps only). If you need a replacement battery please contact either Capt. Jack Fisher or Capt. Ray Tautic.

- TN has scheduled a special meeting March 15th with representatives from all departments to review and discuss the upcoming plans for the changes to the current radio channel programming, mayday and caller ID tables.

FINANCE – Fisher:

- We are still in a holding pattern regarding budget spending. Repairs, day to day operational expenses and safety items are not impacted.

FLEET MGMT - Westcott/Robinson:

- Quote: ET-641 Hose Bed Cover
D&S Custom Covers – Rockwood, PA – Verbal Quote \$741.33 (shock cord hold down system). Requested pictures of hose bed. Other places will be investigated.
- Driver Training – Fire Police van sign offs have been completed by Dept. Engineer and forwarded to Chief Arel.
- Hose Reel Valve was replaced on UTV 441 today. Valve was split on underside. Notification was made today and it has been replaced.
- Don will be contacting Top Rung for the Annual Pump/Ladder Testing. It will be completed during the August-Sept. timeframe. The dates will be sent out to keep everybody posted.

Note: If there are any fire service ladders at the stations, please notify Don and place them in an area where they can be picked up and tested.

- All of the hose that failed testing is at Station 441. Chief Eppler needs to know size, ID numbers and color so replacement hose can be ordered. List needs to be compiled of bad hose (mostly 4”) also at Station 141 prior to going to transfer station for disposal. Discussion was held about new 4” pony lengths as the effort for Station 141 hose did not work.

TECHNOLOGY – Galley:

- Password database problem with FireHouse Software has been resolved.
- Dave will be out of town the week of March 12th.
- If there are any issues, please send email to Dave.
- Firehouse password reset did not work for Robertson.

CENTRAL SUPPLY/UNIFORMS - Goric:

- No update on order status of helmet shields.
- Gated intake valve for ET-441 was received. It needs to be inventoried tagged prior to picking up.

SCBA: - Shepard:

- The 15 New Air Packs have been received and will be issued out ASAP
All companies will receive one more air pack with the exception of E441 (they only have 5 mounting positions).

- C341 will be fitted out with the last new pack. SCBA Inspections must be completed weekly, no exceptions!
- Along with the packs, we received 15 new cylinders and masks. All masks were mediums so the vendor will be contacted to swap for larges. If any company needs a new mask bag, please let me know.
- Issues with the latest semi-annual battery change were reported. Believe some older batteries were mixed in with new ones. These packs must be swapped with fresh batteries!
- Please leave all inspection sheets in the SCBA shop mail slot in the entrance way.
- Prior to July 2018, we will have 16 cascade cylinders that need hydro testing. Also 4 more need hydro testing prior to November 2018. The breakdown follows, 8 off of S341, 4 from Station 541 and both towers need there cylinders tested. The 4 that need testing by November are from S341. A schedule will be compiled.
- Fit Testing Continues.
- Some carbon fiber wrapped bottles may have longer service life. It is being researched.

PUBLIC RELATIONS EVENTS - Muniz:

- In the month of February we had one event on 2/24/18 - VCMS School fair. Event went well and plenty of manpower.
- Events planned in March:
 - 3/1/18 Lake Street School Read around the world. (Event went well one firefighter did not show)
 - 3/7/18 Vernon Police Station. Public safety information for kids at Vernon Police Station 12pm to 1pm.
 - 3/12/18 Rescue 441 will be doing a station tour at station 441 at 1800hrs. This is for the boys scouts.
 - (Pending) Touch-A-Truck at Union Church end of month date and time TBD.
 - I'll be attending the National Fire Academy for youth fire starter and fire prevention in March.
 - Captain Muniz is receiving a lot of phone calls and emails regarding Fire Prevention for the Spring and Summer. I'll pass along and put out emails as I get more details with times and dates.

Captain Muniz thanks everyone that has been helping with these events. It could not be done without help of the membership.

OLD BUSINESS:

- The Annual Awards Ceremony went well. Again, thanks to all that attended.
- A Board of Firefighter Chairman has not been selected yet. Reilly Tuttle was asked to bring this to the committee and advise.

NEW BUSINESS:

- Scott Pack Tracker device is being investigated as all front line packs now have Tracker ID's assigned..
- Company remuneration reports are due tonight.
- Side door issues at Station 541 were discussed. An automatic door closer was requested. Anyone going into the station needs to ensure the side door is latched at all times.
- The main entrance door frame appears to be loose or broken at Station 441.
- Station 141 back door of Tower/Rescue bay is corroding.
- Damage to sliding door of Honor Guard closet at Station 441 has been reported. It appears to have been forced open. Vernon Police Dept. has been notified and is investigating. A/C Babcock discussed a couple of the ongoing issues that have happened within our stations. Cameras may need to be considered to protect town property.
- The February Permanent Municipal Building Committee meeting was held and Stations 1, 2, and 3 were reviewed. Stations 4 and 5 will be reviewed in March.
- Motor vehicle registrations have been received. Copies were given to Don to place in the appropriate apparatus, the originals will be filed at the Public Safety Building.
- Employee Self-Serve System rollout will be March 26th. This primarily impacts the Ambulance Divisions but will be adapted to the Fire Department in the future. The intent is for direct deposit of pay checks (ambulance) and remuneration check (Fire Department) and paperless stubs and statements.
- Town Hall generator is being installed.
- It was noted that a couple of personal vehicles were parking on private lawns during the Kenneth Drive fire and caused some ruts. Reminder that all POV be parked on the same side of the street to allow for an open lane. Also a reminder of no backing apparatus in driveways.
- Gear washer for Station 141 is in process with plumbing and electrical currently being installed. Once that is done, the washer will be delivered. We will continue to use manufacturers recommended Tide Pods for gear cleaning.

CORRESPONDENCE:

- A thank you card has been received from the Clarke family regarding the Association and Auxiliary gift cards given to them on Toy for Tikes distribution.

UPCOMING EVENTS:

- Fire Department Gala on March 24th at the Rockville Elks Lodge. Money is due tonight and a reminder email will go out.
- Memorial Day Parade will be held on Monday, May 28, 2018. Kick off at 10:00 @ Northeast School. See attached.
- Mother's Day Dash 5/13/18. Ambulance and UTV's will be needed. IAP is being developed.
- July 10th Fireworks, rain date 7/11. More details to follow.

GOOD & WELFARE:

- Charlie North, former Rockville Fire Department member passed away on March 1, 2018. Calling hours will be held on Friday, March 9th at Ladd Funeral Home on Ellington Ave. from 5:00-7:00. Pall bearers are requested. Obituary information will follow.
- Geraldine Strong (wife of former member Norman Strong) passed on March 1, 2018. Calling hours will be held at Ladd-Turkington & Carmon Funeral Home, 551 Talcottville Road, Vernon, Friday, March 9, from 4 to 7 p.m. Obituary information will follow.

ADJOURNMENT:

Motion was made/seconded (Solito/Lucas) to adjourn the meeting @ 2035 hrs.

Respectfully submitted,



Diane Carpenter, Secretary